

# MEMORANDUM



**Date:** July 10, 2007  
**To:** Honorable Chairman Bruno A. Barreiro  
and Members, Board of County Commissioners

**From:** George M. Burgess  
County Manager

A handwritten signature in black ink, appearing to read "Burgess", written over the printed name of George M. Burgess.

**Agenda Item No. 8(F)3(A)**

**Subject:** Contract Award Recommendation for Update of the Existing Master Plan for the Expansion of the Courtrooms and Administration Facilities - Project No: A05-GSA-06 GOB; Contract No: Z00019-A05-GSA-06 GOB 180-71616

## Recommendation

This Recommendation for Award of a Professional Services Agreement (PSA) for Contract No. Z00019-A05-GSA-06 GOB180-71616 between Sixto Architect, Inc. and Miami-Dade County for an amount not to exceed \$247,281.00 has been prepared by the General Services Administration (GSA) on behalf of the Administrative Office of the Courts (AOC) and is recommended for approval.

## Scope

**PROJECT NAME:** Update of the Existing Master Plan for the Expansion of the Courtrooms and Administration Facilities

**PROJECT NO:** A05-GSA-06 GOB 180-71616

**CONTRACT NO:** Z00019-A05-GSA-06 GOB180-71616

**PROJECT DESCRIPTION:** To provide an update to the existing Master Plan concluded in 2002 in order to evaluate future needs and provide design standards for the expansion of Courts Facilities, to include but not limited to; planning and analysis, master planning, feasibility studies, programming, and site development analysis.

**PROJECT LOCATION:** Various site locations.

<b>PROJECT SITES:</b>	<u>LOCATION</u>	<u>DIST</u>	<u>ESTIMATE</u>	<u>T-S-R</u>
	#71616- TBD	30	<u>\$247,281.00</u>	54-01-41

**PRIMARY COMMISSION DISTRICT:** District 5 Bruno A. Barreiro

**APPROVAL PATH:** Board of County Commissioners

**OCI A&E PROJECT NUMBER:** A05-GSA-06 GOB 180-71616

**USING DEPARTMENT:** Administrative Office of the Courts

**MANAGING DEPARTMENT:** General Services Administration

## Fiscal Impact / Funding Source

PTP FUNDING: No

GOB FUNDING: Yes

GOB PROJECT:	<u>GOB PROJECT / DESCRIPTION</u>	<u>GOB ALLOCATION</u>
	180-GOB - Additional Courtrooms And Administration Facilities	<u>\$247,281.00</u>

CAPITAL BUDGET PROJECT:	<u>BUDGET PROJECT / DESCRIPTION</u>	<u>AWARD ESTIMATE</u>
	305200-ADDITIONAL COURTROOMS AND ADMINISTRATION FACILITIES Book Page: 31 Funding Year: Prior year's funding	<u>\$247,281.00</u>

**PROJECT TECHNICAL  
CERTIFICATION  
REQUIREMENTS:** A minimum of three (3) Court Facility design/programming projects completed within the last ten (10) years, with a minimum previous experience in needs assessment for a large court facility complex with a minimum constructed area of 125,000 Sq. Ft.

<u>TYPE</u>	<u>CODE DESCRIPTION</u>
Prime	14.00 ARCHITECTURE

NTPC'S DOWNLOADED: 45

PROPOSALS RECEIVED: 2

**CONTRACT PERIOD:** 730 Seven hundred and thirty days after execution of the Agreement by the parties. The total time to complete the three Phases is 270 (Two Hundred and Seventy) calendar days. The remaining 460 (Four Hundred and Sixty) days are being allotted to allow the County the option to retain the Consultant's services at no additional cost, to assist the County as we move forward with the various construction projects.

**CONTINGENCY PERIOD:** 73

**IG FEE INCLUDED IN  
BASE CONTRACT:** Yes

**ART IN PUBLIC PLACES:** No

**BASE ESTIMATE:** \$226,000.00 Two Hundred and Twenty-Six Thousand Dollars

**BASE CONTRACT  
AMOUNT:** \$215,710.00 Two Hundred and Fifteen Thousand Seven Hundred and Ten Dollars

CONTINGENCY ALLOWANCE (SECTION 2- 8.1 MIAMI DADE COUNTY CODE):	TYPE	PERCENT	AMOUNT	COMMENT
	PSA	10%	\$21,571.00	Ordinance No. 00-65

**REIMBURSABLE  
EXPENSES :** \$10,000.00 4.20% This sum is provided to reimburse the Consultant for pre-authorized expenses such as travel expenses and printing costs.

<b>TOTAL DEDICATED ALLOWANCE:</b>	\$10,000.00
<b>TOTAL AMOUNT:</b>	\$247,281.00

### **Track Record / Monitor**

<b>EXPLANATION:</b>	The Consultant will not be eligible to render services under a design contract executed pursuant to this study.	
<b>SUBMITTAL DATE:</b>	8/18/2006	
<b>ESTIMATED NOTICE TO PROCEED:</b>	7/20/2007	
<b>PRIME CONSULTANT:</b>	Sixto Architect Inc.	
<b>COMPANY PRINCIPAL:</b>	Rafael Sixto, A.I.A.	
<b>COMPANY QUALIFIERS:</b>	Rafael Sixto, A.I.A.	
<b>COMPANY EMAIL ADDRESS:</b>	sixtor@sixtoarch.com	
<b>COMPANY STREET ADDRESS:</b>	1501 Venera Avenue, Suite 320A	
<b>COMPANY CITY-STATE-ZIP:</b>	Coral Gables, Florida 33146	
<b>YEARS IN BUSINESS:</b>	6	
<b>PREVIOUS CONTRACTS WITH COUNTY IN THE LAST FIVE YEARS:</b>	The total sum for Miami-Dade County contracts where Sixto Architect, Inc. acted as Prime Consultant within the past five (5) years is \$271,700.00 (Two Hundred Seventy-One Thousand and Seven Hundred Dollars).	
<b>SUBCONSULTANTS:</b>	Carter Goble Associates, Inc. Dan L. Wiley & Associates, Inc.	
<b>MINIMUM QUALIFICATIONS EXCEED LEGAL REQUIREMENTS:</b>	No	
<b>REVIEW COMMITTEE:</b>	<b>MEETING DATE:</b> 3/8/2006 <b>SIGNOFF DATE:</b> 3/12/2006	
<b>RESPONSIBLE WAGES:</b>	No	
<b>REVIEW COMMITTEE ASSIGNED CONTRACT MEASURES:</b>	<b>MEASURE GOAL</b>	<b>COMMENT</b>
	CBE	0.00% No Measures
	CWF	0.00% Not Applicable
<b>MANDATORY CLEARING</b>	N/A	

**HOUSE:**

**CONTRACT MANAGER  
NAME/PHONE/EMAIL:**

Fernando Ponassi

305-375-3965

fernanp@miamidade.gov

**PROJECT MANAGER  
NAME/PHONE/EMAIL:**

Jose Requejo

305-375-4110

jmreque@miamidade.gov

**Background**

**BACKGROUND:**

Miami-Dade County needs to undertake an assessment study of the Master Plan for the Courts concluded in 2002, which was intended to provide the foundation for the expansion of court facilities in the County. This assessment study will serve as an evaluation of the future needs of the County Courts and will provide design standards for facilities needed to support the essential operation of the judicial system, while meeting the needs for public access to justice, representing the respect and pride of the community in its basic institutions, and reflecting the dignity of the County's judicial officers and the local justice system.

*Bm DDA 5/16/07*  
**BUDGET APPROVAL  
FUNDS AVAILABLE:**

*[Signature]*  
OSBM DIRECTOR

*5/17/2007*  
DATE

**APPROVED AS TO  
LEGAL SUFFICIENCY:**

*[Signature]*  
COUNTY ATTORNEY

*5/17/07*  
DATE

*[Signature]*  
ASSISTANT COUNTY  
MANAGER

*5/31/07*  
DATE

**CLERK DATE**

\_\_\_\_\_  
DATE

STRATEGIC AREA: Public Safety  
DEPARTMENT: Judicial Administration

\*\*\*\*\* FUNDED PROJECTS \*\*\*\*\*  
(dollars in thousands)

Court Facilities

**ADDITIONAL COURTROOMS AND ADMINISTRATION FACILITIES**

PROJECT # 305200

DESCRIPTION: Construct new and improve existing courtrooms and administration facilities

LOCATION: To Be Determined  
To Be Determined

DISTRICT LOCATED: 5  
DISTRICT(s) SERVED: Countywide

ESTIMATED ANNUAL OPERATING IMPACT: Minimal

REVENUE SCHEDULE:	PRIOR	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	FUTURE	TOTAL
Building Better Communities GOB Program	300	0	3,000	0	0	50	0	86,650	90,000

<b>TOTAL REVENUE:</b>	<b>300</b>	<b>0</b>	<b>3,000</b>	<b>0</b>	<b>0</b>	<b>50</b>	<b>0</b>	<b>86,650</b>	<b>90,000</b>
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EXPENDITURE SCHEDULE:	PRIOR	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	FUTURE	TOTAL
Planning and Design	300	0	0	0	0	0	0	0	300
Construction	0	0	3,000	0	0	50	0	86,650	89,700

<b>TOTAL EXPENDITURES:</b>	<b>300</b>	<b>0</b>	<b>3,000</b>	<b>0</b>	<b>0</b>	<b>50</b>	<b>0</b>	<b>86,650</b>	<b>90,000</b>
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**CORAL GABLES COURTHOUSE EXPANSION**

PROJECT # 306230

DESCRIPTION: Build-out one additional courtroom and accompanying judge's chambers

LOCATION: 3100 Ponce de Leon Blvd  
Coral Gables

DISTRICT LOCATED: 7  
DISTRICT(s) SERVED: Countywide

ESTIMATED ANNUAL OPERATING IMPACT: Minimal

REVENUE SCHEDULE:	PRIOR	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	FUTURE	TOTAL
Capital Outlay Reserve	0	500	500	0	0	0	0	0	1,000

<b>TOTAL REVENUE:</b>	<b>0</b>	<b>500</b>	<b>500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,000</b>
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EXPENDITURE SCHEDULE:	PRIOR	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	FUTURE	TOTAL
Construction	0	500	500	0	0	0	0	0	1,000

<b>TOTAL EXPENDITURES:</b>	<b>0</b>	<b>500</b>	<b>500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,000</b>
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**COURT FACILITIES REPAIRS AND RENOVATIONS**

PROJECT # 3010620

DESCRIPTION: Repair and renovate court facilities as needed

LOCATION: Countywide  
Countywide

DISTRICT LOCATED: Countywide  
DISTRICT(s) SERVED: Countywide

ESTIMATED ANNUAL OPERATING IMPACT: Minimal

REVENUE SCHEDULE:	PRIOR	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	FUTURE	TOTAL
Capital Outlay Reserve	0	1,500	0	0	0	0	0	0	1,500

<b>TOTAL REVENUE:</b>	<b>0</b>	<b>1,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,500</b>
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EXPENDITURE SCHEDULE:	PRIOR	2006-07	2007-08	2008-09	2009-10	2010-11	2011-12	FUTURE	TOTAL
Construction	0	1,500	0	0	0	0	0	0	1,500

<b>TOTAL EXPENDITURES:</b>	<b>0</b>	<b>1,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,500</b>
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Dept: Judicial Administration

5/9/2007 11:01:30 AM

**BUDGET PROJECT 305200**

Project Title: 305200-ADDITIONAL COURTROOMS AND ADMINISTRATION FACILITIES

Project

Desc: Construct and improve additional courtrooms and administration facilities

Project \$\$	<u>Start:</u>	<u>End:</u>	<u>Prior:</u>	<u>06-07:</u>	<u>07-08:</u>	<u>08-09:</u>	<u>09-10:</u>	<u>Total:</u>
(\$\$ in 000's)	N/A	N/A	300	0	3,000	0	0	90,000

Project Type: Capital

**CDPWeb Project Milestones (\$ IN 000'S)**

<u>Milestone:</u>	<u>Start:</u>	<u>End:</u>	<u>Prior:</u>	<u>06-07:</u>	<u>07-08:</u>	<u>08-09:</u>	<u>09-10:</u>	<u>Total:</u>
Planning/Design	N/A	N/A	300	0	0	0	0	300
Construction	N/A	N/A	0	0	3,000	0	0	89,700

**CDPWeb Project Revenue (\$ IN 000'S)**

<u>Revenue:</u>	<u>Start:</u>	<u>End:</u>	<u>Prior:</u>	<u>06-07:</u>	<u>07-08:</u>	<u>08-09:</u>	<u>09-10:</u>	<u>Total:</u>
Building Better Commu	N/A	N/A	300	0	3,000	0	0	90,000

EXIT

**Current Contracts for Project 305200**

<u>Dept</u>	<u>ContractNo</u>	<u>Contract Name</u>	<u>RTA Budget Allocation</u>	<u>Award Budget Allocation</u>	<u>CIIS Award</u>
JA	<u>Z00019-A05-GSA- 06 GOB180-71616</u>	Master Plan for the Expansion	\$248,600.00	\$0.00	\$215,710.00
JA	<u>Z00019-A05-GSA- 06 GOB180-71616</u>	Master Plan for the Expansion	\$0.00	\$247,281.00	\$215,710.00

Total Allocated: \$248,600.00 \$247,281.00

**There are no Sites for Project 305200**



Dept. of Business Development  
Project Worksheet

Project/Contract Title: MASTER PLAN FOR THE EXPANSION OF THE COURTROOMS AND  
ADMINISTRATION FACILITIES (SIC 871) RC Date: 03/08/2006  
Project/Contract No: A05-GSA-06 GOB Item No: 1-01  
Department: GENERAL SERVICES ADMINISTRATION Funding Source: GOB  
Estimated Cost of Project/Bid: \$226,000.00 Resubmittal Date(s):  
Description of Project/Bid: TO ESTABLISH A CONTRACT TO EMPLOY AN ARCHITECTURAL FIRM TO PROVIDE AN ASSESSMENT STUDY FOR THE  
COURTS MASTER PLAN. THIS STUDY WILL ASSESS FUTURE NEEDS AND PROVIDE DESIGN STANDARDS FOR THE  
EXPANSION OF COURT FACILITIES (TO INCLUDE ADDITIONAL COURTROOMS AND ADMINISTRATION FACILITIES).

Contract Measures Recommendation

Measure	Program	Goal Percent
No Measure	CBE	0.00%

Reasons for Recommendation

This project meets all the criteria set forth in A.O. 3-32, Section V

Funding Source: General Obligation Bonds

Project number and site location: A05-GSA-06 GOB 180-71616

SIC 871 - Architectural and Engineering Services

There were four (4) respondent firms, but they are unable to comply with the stated specifications.

Analysis for Recommendation of a Goal

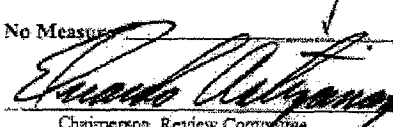
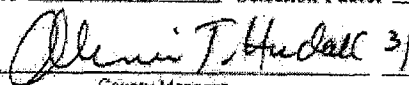
Subtrade	Cat. CBE	Estimated Value	% of Items to Base Bid	Availability
Total		\$0.00	0.00%	

Living Wages: YES ☐ NO ☒

Responsible Wages: YES ☐ NO ☒

Ordinance 90-143 is applicable to all construction projects over \$100,000 that do not utilize Federal Funds

REVIEW COMMITTEE RECOMMENDATION

Tier 1 Set Aside \_\_\_\_\_  
Set Aside \_\_\_\_\_ Level 1 \_\_\_\_\_ Level 2 \_\_\_\_\_ Level 3 \_\_\_\_\_  
Trade Set Aside (MCC) \_\_\_\_\_ Goal \_\_\_\_\_ Bid Preference \_\_\_\_\_  
No Measure \_\_\_\_\_ Deferred \_\_\_\_\_ Selection Factor \_\_\_\_\_  
 3/8/06  
Chairperson, Review Committee Date  
 3/12/06  
County Manager Date